



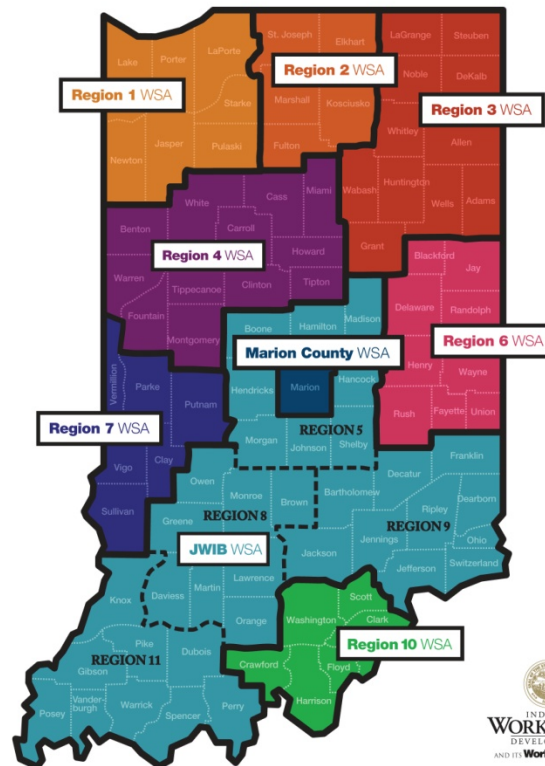
Workforce Investment Board Duties and Responsibilities

2011-2012



Workforce Investment Areas

Department of Workforce Development *Workforce Service Areas (WSA)*



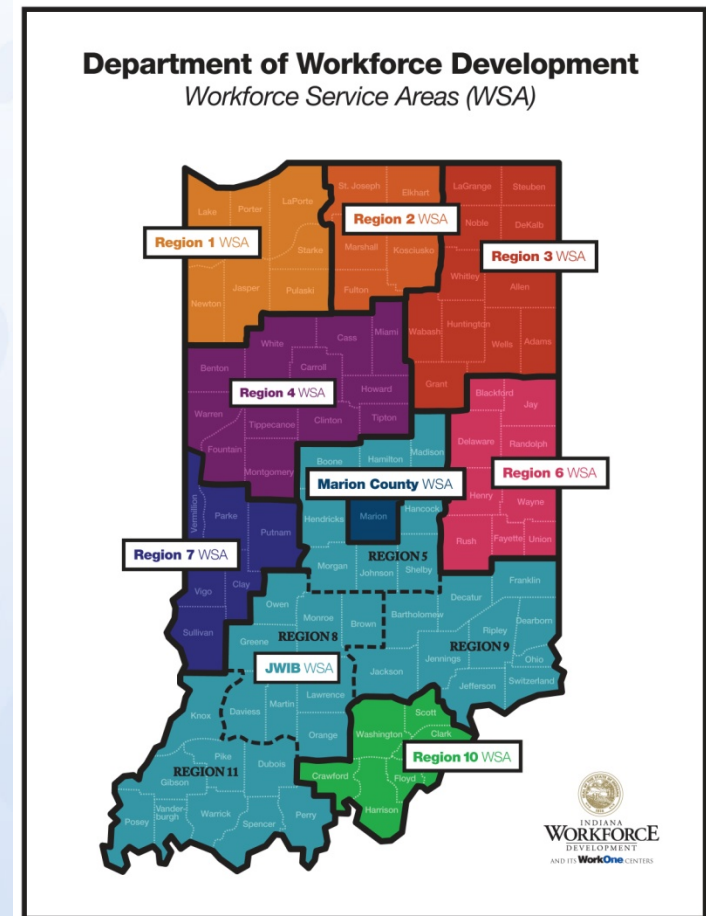


Indiana's Workforce Investment System

Indiana's counties are grouped into twelve distinct economic growth regions.

Eight regions are overseen by a Workforce Investment Board (WIB).

Four regions are overseen by Regional Workforce Boards (RWB), which partners with the Joint Workforce Investment Board to establish strategic direction and oversight the regions' workforce system.





Workforce Investment Governance Structure

State Workforce Innovation
Council/Department of
Workforce Development

8 Local Workforce Investment
Boards

Joint Workforce Investment Board

4 Regional Workforce Boards



WorkOne Offices

WorkOne Centers and WorkOne Express sites are the foundation of Indiana's workforce development system.

WorkOne Centers and WorkOne Express sites meet individual and employer needs by providing:

- Employment services;
- Unemployment Insurance services;
- Workforce Investment Act services; and
- Other One-Stop Partner services.



WorkOne Services

Individualized client services are also provided at WorkOne Centers and WorkOne Express sites.

Staff provide:

- Career counseling;
- Skill Assessments;
- Employment plan development;
- Resume development
- Job search assistance;
- Career planning;
- Occupational skill training;
- On-the-Job Training



WorkOne Partners

- WIA Title I
 - Adult
 - Dislocated Workers
 - Youth
 - Job Corps
 - Native Americans
 - Migrant and Seasonal Farm Workers
 - Veterans'
- Wagner-Peyser Act
- Adult Education and Literacy
- Vocational Rehabilitation
- Title V Older Workers
- Post-secondary Vocational Education
- Trade Adjustment Assistance (TAA) & NAFTA TAA
- Veterans Employment Programs
- Community Services Block Grant
- Housing and Urban Development
- Unemployment Insurance



Workforce Investment Board Duties

The duties of Local Workforce Investment Boards are established within the Workforce Investment Act of 1998 (WIA).

- Develop Local Plan;
 - Consolidate regional plans
- Select OneStop Operators (Regional Operators);
 - Establish protocols and vet selections of Regional Workforce Boards
- Select Youth Service Providers;
 - Establish protocols and vet selections of Regional Workforce Boards
- Identify Eligible Training Providers;
 - Follow state guidelines and policy, and ensure training providers within area are provided an opportunity to be included on eligible training provider list
- Identify Adult and Dislocated Worker Service Providers;
 - Establish guidelines and expectations for regional procurement of Adult and Dislocated Worker Service Providers;
- Develop Budget;
 - Allocate funds to Regional Workforce Boards



Workforce Investment Board Duties (Cont.)

- Program Oversight;
 - Work with DWD to monitor the activities of Regional Workforce Boards, Regional Operators, and Service Providers
- Negotiate Performance Metrics
 - Work with state to establish performance metrics for the Joint Workforce Investment Board area, and work with regions to establish regional performance targets
- Develop Employer Linkages;
 - Serve as advocates to employers of WorkOne services, and develop and implement programs to increase the usage of the WorkOne system by regional employers
- Operation and Management of a Youth Council;
 - Youth Council is mandated by Workforce Investment Act
 - Duties include establishing regional strategies for engaging and providing meaningful education, training, and employment programs for at-risk youth; overseeing the performance of regional contracted youth service providers; and providing input to the JWIB regarding youth workforce development issues

The JWIB completes the majority of these duties through collaboration with, and with the assistance of, the Regional Workforce Boards



Regional Workforce Boards (RWB) Duties

- Four Regional Workforce Areas Comprise the Joint Workforce Investment Board Area
- Regional Workforce Boards were established under Indiana Code to assist its workforce investment board with the performance of the duties established by WIA.
- Regional Workforce Boards, following guidance and direction from the JWIB, have the following responsibilities and authorities, as provided by Indiana Code:
 - Develop regional workforce investment annual plan
 - Contract with a Regional Operator (OneStop Operators);
 - Contract with Service Providers (Adult, Dislocated Worker, and Youth)
 - Oversee the operations of the regional WorkOne system;
 - Develop and Oversee Regional Budget; and
 - Develop and maintain partnerships with regional employers and WorkOne Partners.

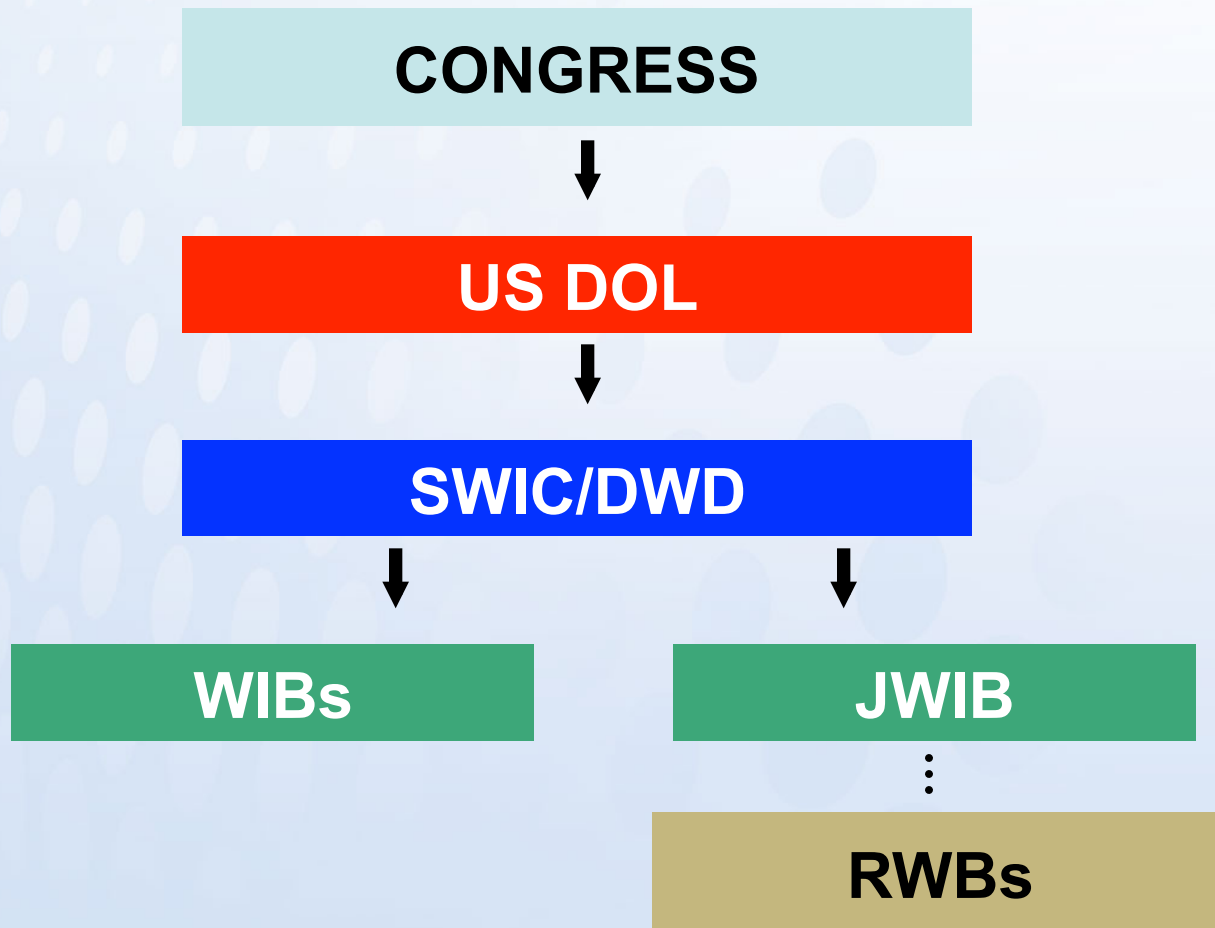


Duties of JWIB vs. Duties of RWBs

Responsibility	BOS WIB	RWB
Develop Local Plan	X	X
Selection of OneStop Operators	X	X
Selection of Youth Providers	X	X
Identification of Eligible Training Providers	X	
Identification of Adult and Dislocated Worker Providers	X	X
Develop Budget	X	X
Program Oversight	X	X
Negotiation of Local Performance Measures	X	
Employer Linkages	X	X
Operation of Youth Council	X	



Annual Workforce Investment Act Funding Flow Chart





WIA 2011 Funding Sources

WIA Adult Funds

\$2.97 million

WIA Dislocated Worker Funds

\$4.55 million

WIA Youth Funds

\$3.80 million



Conflict of Interest

- Conflict of interest issues arise when an individual serving on the board may have a financial interest in the outcome of decision or vote.
- Board members should strenuously avoid participating in discussion and/or voting on issues for which they, or an immediate family member, may have a financial interest.
- Board members are responsible for disclosing any real or potential conflict of interest at the earliest possible time.
- Each new JWIB member will be asked to sign a conflict of interest policy document stating an understanding that this policy is meant to supplement good judgment, and he/she will respect its spirit as well as its wording.